

Request for Qualifications
Federal Project: CMAQ 3300 (309)
May 18, 2016

Dear Consultant:

BikeWalkKC is requesting the services of a consulting planning firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest/statement of qualifications to no more than three pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active.

While DBE goal is 0% for this project (Federal Aid Number: CMAQ 3301 (495)) DBE firms are encouraged to respond. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

Please see submittal instructions for information about how to respond to this RFQ.

Sincerely,

Eric Rogers
Executive Director

Attachment



4741 Central Street, Suite 161
Kansas City, MO 64112
www.bikewalkkc.org

Opening Statement

BikeWalkKC is soliciting proposals from qualified companies for a planning study to expand its public bike sharing system. Currently the bike share system is 27 stations in size but will be adding an additional 10-15 stations on the Missouri side of the KC Metro. The system is currently entirely within the city of Kansas City, MO and all new station locations will be located on the Missouri side of the Greater Kansas City Metropolitan area. To best compliment the existing 27 stations most, if not all, stations will be located in close proximity to those stations.

Generally BikeWalkKC expects the following deliverables from the qualified consultant (see scope for more detail):

1. Geospatial analysis of area that adequately connects to existing 27 station system
2. A map of bike share suitability based on clear and appropriate methodology
3. General location recommendations for 10-15 new stations

RFQ Scope of Services

The consultant will be responsible for the detailed deliverables listed below. It is expected that the consultant will have the expertise required to deliver these services/products.

Bike Share Planning Study

1. Employ GIS-based model for bike share station location suitability based on:
 - a. Land use
 - b. Existing ridership patterns
 - c. Existing and future bicycle facilities
 - d. Maximization of positive community impacts
 - e. Population density
 - f. Institutional proximity
 - g. Other factors deemed to be bike share trip generators
2. Produce heat map or other visualization of bike share suitability
3. Recommend general locations for future bike share stations
4. Model impact scenarios to ridership and other community outcomes based on existing and future bike route improvements
5. Produce report summarizing methodology and detailing findings

Note: Final selection of new stations and individual site planning will be conducted by BikeWalkKC staff. Consultant will work with BikeWalkKC staff to transfer site plan notes into diagrammatic plan sheets.



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Submittal Requirements

Respondants to this RFQ must electronically submit the following items to RFQ@bikewalkkc.org by **5:00 PM Friday, June 3rd.**

1. Cover letter
2. Consultant team resume
3. List of qualifications of key staff and role on the consultant team
4. Description of past projects relevant to this scope of work
5. Estimate of cost

All respondents will receive confirmation of receipt. Questions regarding this scope of work must be addressed to RFQ@bikewalkkc.org no later than 5:00 PM Friday, May 27th. Responses to all questions will be posted to www.BikeWalkKC.org/RFQ by 5:00 PM Monday, May 30th.

Scoring Criteria

Pursuant to the Brooks Act for Consultant Selection, the following criteria will be the basis for selection:

Experience and Technical Competence -	30 Max Points
Capacity and Capability -	50 Max Points
Past Record of Performance -	20 Max Points



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